



राजपत्र, हिमाचल प्रदेश

हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

शिमला, वीरवार, 4 दिसम्बर, 2008 / 13 अग्रहायण, 1930

हिमाचल प्रदेश सरकार

विधि विभाग

अधिसूचना

शिमला—171002, 6 अक्टूबर, 2008

संख्या एल०एल०आर०—डी०(६)–१८/२००८—लेज.—हिमाचल प्रदेश के राज्यपाल, भारत के संविधान के अनुच्छेद 200 के अधीन प्रदत्त शक्तियों का प्रयोग करते हुए दिनक 4–10–2008 को अनुमोदित हिमाचल प्रदेश प्राइवेट तकनीकी और व्यावसायिक शैक्षणिक संस्था (प्रवेश का विनियमन और फीस का नियतन) विधेयक, 2008 (2008 का विधेयक संख्यांक 15) को वर्ष 2008 के अधिनियम संख्यांक 16 के रूप में संविधान के अनुच्छेद 348(3) के अधीन उसके अंग्रेजी प्राधिकृत पाठ सहित हिमाचल प्रदेश राजपत्र (असाधारण) में प्रकाशित करते हैं।

आदेश द्वारा,
अवतार चन्द डोगरा,
सचिव।

LAW DEPARTMENT**OFFICE ORDER**

Shimla-2, the 28th November, 2008.

Subject.— Standing Orders for disposal of Government Business in Law Department.

No.LLR-A(6)-1/2003.— In pursuance of the provisions of Rules 26 and 27 of the Rules of Business of the Government of Himachal Pradesh, 1971, the Hon’ble Chief Minister (Minister-in-Charge) of Law Department) is pleased to order that the cases and matters relating to the Law Department shall be disposed off in the manner indicated in the enclosed Annexure “A”.

This supersedes all previous orders issued in this behalf.

By order,
LR-cum-Secretary.

ANNEXURE-“A”

List of case to be brought to the notice of the Hon’ble Minister-in-Charge in respect of Law Department.

1. Proposal involving any important change of policy or practice in the Department.
2. Cases in which there is difference of opinion between the Finance Department and the Law Department.
3. Financial proposal involving expenditure beyond the competency of the Secretary.
4. Any proposal which effects the finances of the government and for which Finance Department has not given consent.
5. All cases of leases which are not within the competence of the Head of the Department to write-off.
6. All cases of administrative approval and financial sanction of really new schemes.
7. All Parliament and Assembly Questions/business.
8. Representations addressed to the Governor.
9. Recruitment and Promotion rules in respect of all categories of posts.
10. All cases of appointment in which relaxation of Rule(s)is involved.
11. Proposal for the creation or abolition of all categories of posts.
12. Appeals, petitions, and memorials to the Governor.
13. Budget proposal of new items/schemes.
14. All important references to the Government of India.
15. Conferences and meetings.
16. Amendment/framing of Act, Rules and Bye-laws of the Department.
17. Any other matter for which the Hon’ble Chief Minister may direct.

18. Any other matter the Secretary (Law) may like to bring to the notice of the Governor.
19. Appointments, Confirmation, postings and transfers of Gazetted staff.
20. Proposal for disciplinary action against all Gazetted officers.

Cases which are disposed off at the level of Secretary(Law) :

1. Cases relating to service matters/financial matters falling within the competence of the Secretary under the provisions of fundamental and supplementary Rules, Civil Services Regulations and Financial Rules.
2. Recruitment, promotion, Confirmation, transfer and postings of all Class-III and IV employees.
3. Cases involving interpretation of Rules,Regulations issued by the Government of India or Government of Himachal Pradesh.
4. Advice on legal matters and interpretation of laws.
5. Drafting of Statutes, Acts, Regulations, Statutory Rules, orders and Notifications.
6. Expenditure sanction in accordance with Himachal Pradesh Financial Rules.
7. Cases dealing with the sanction of recurring and non-recurring expenditure failing within the competence of the Secretary.
8. Cases of arrears of Claims of salaries and TA of the staff of the department of all categories provided the Finance Department have concurred, where their sanction is necessary.
9. Cases of grant of fee to the Advocates and engagements of Advocates/Government Advocates and District Attorneys etc.
10. Defence of instruction of suits or proceedings filed against or by the Government.
11. Entertainment of summons from the Supreme Court in Civil/Criminal or Writ cases against Government.
12. Matters pertaining to Litigation which may be called for by the Secretary(Law) or which may be submitted by the Special/Additional/ Deputy/ Under Secretary(Law).
13. Constitution of India, references relating thereto.
14. References from the Hon'ble Prime Minister of India,Governor, Central Ministers, MPs and other V.I.Ps.
15. All litigation matters pertaining to the Hon'ble Supreme Court.
16. Official Receiver and Public Notaries appointments thereof.
17. All Land reference cases decided by the Hon'ble High Court/ Subordinate Courts.
18. Vetting of all Recruitment and Promotion Rules to be framed under proviso to Article 309 of the Constitution of India and also vetting of Notifications thereof.
19. Vetting of conveyances, Agreements, Memorandum of Understandings.
20. All cases of mercy petitions under Article 161 of the Constitution of India.
21. All matters pertaining to Prosecution Sanctions to Government servants of the State.

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22. Vetting of all Statutory Notifications to be issued by State Government under the State enactments or Central Acts.
 23. Examination, drafting and vetting of Ordinances, Bills, Rules, Bye-laws, Notifications, Regulations, University Ordinances into Hindi /English.
 24. Translation of Acts, Rules, etc. already enacted in English into Hindi for authentication.
 25. Examination of Central Schemes, Recruitment and Promotion Rules relating to Statutory Bodies/State Law Reports into Hindi/English.
 26. Opinion in all service matters involving questions whether the case is fit for appeal or not against the orders of the court/Tribunal.

Cases which are disposed off at the level of Special Secretary (Law.)

1. All matters pertaining to Criminal Litigation involving offences punishable with imprisonment of 10 years or less.
2. All matters pertaining to Civil litigation including award of Motor Accident Claims Tribunal where the amount is Rs. 50,000/- or less.
3. All legal notices under Section 80 CPC.
4. All such matters which may be referred by the Secretary(Law).
5. All such matters which Special Secretary(Law) may like to bring to the notice of the Secretary(Law).

Cases which are disposed off at the level of Additional Secretary (Law.)

1. Entertainment of summons by the High Court and other Subordinate Courts in Civil/Criminal or Writ against the Government.
2. All matters pertaining to Criminal litigation involving offences upto 5 years imprisonment or fine or with both punishments.
3. All matters pertaining to Civil litigation where amount in the Civil suit is Rs.20,000/- or less.
4. All such matters which may be referred to by the Secretary(Law)or by the Special Secretary(Law).

Cases which are disposed off at the level of DLR/ALR-cum-Under Secretary(Law-Legislation).

1. Republication of Central Acts in the State Gazette including the work of translation into Hindi/English.
2. Codification of laws, Rules and Regulations.
3. To collect/compile and pursue the general observation of the subordinate Legislative committee.

Cases which are disposed off at the level of Deputy/Under Secretary (Law-Administration).

1. Cases of Routine nature which do not involve matters of Policy.
2. Cases in which policy of the Government is already decided and which deal with references in pursuance of government policy.

3. Routine references received or made to the Government of India or other States where factual information is to be given/required.
4. Cases relating to the matters on which the Governor has already given directions.
5. References of Conferences and meetings in the absence of Secretary(Law) to be put to the Special Secretary (Law).
6. Cases dealing with communication from Government of India in which no policy matter is involved excluding court cases.
7. All financial sanctions where expenditure is involved upto Rs.25,000/- after having the administrative approval of the Secretary(Law).

Cases which are disposed off at the level of DLR/ALR-cum-Deputy/Under Secretary (Law-Opinion).

1. Vetting of all Notifications under Sections 4,6 & 7 of the Land Acquisition Act,1894.

गृह विभाग

अधिसूचना

शिमला—2, 3 दिसम्बर, 2008

संख्या : गृह—बी (बी) 2-6/03—कारागार—हिमाचल प्रदेश के राज्यपाल, भारत के संविधान के अनुच्छेद 309 के परन्तकु द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, हिमाचल प्रदेश लोक सेवा आयोग के परामर्श से, हिमाचल प्रदेश कारागार विभाग में वरिष्ठ सहायक कारागार महानिरीक्षक (वर्ग—I, राजपत्रित) के पद के लिए इस अधिसूचना से संलग्न उपाबन्ध—'क' के अनुसार भर्ती और प्रोन्नति नियम बनाते हैं, अर्थात् :—

1. **संक्षिप्त नाम और प्रारम्भ.—(1)** इन नियमों का संक्षिप्त नाम हिमाचल प्रदेश कारागार विभाग वरिष्ठ सहायक कारागार महानिरीक्षक (वर्ग—I, राजपत्रित) भर्ती और प्रोन्नति नियम, 2008 है।
- (2) ये नियम, राजपत्र, हिमाचल प्रदेश में प्रकाशित किए जाने की तारीख से प्रवृत्त होंगे।

आदेश द्वारा,

एस. सी. नेगी,
प्रधान सचिव।

उपाबन्ध—'क'

हिमाचल प्रदेश कारागार विभाग में वरिष्ठ सहायक महानिरीक्षक कारागार वर्ग—I, (राजपत्रित) के 2000—18600 रूपये के वेतनमान में पद के भर्ती और प्रोन्नति नियम

1. **पद का नाम.—**वरिष्ठ सहायक महानिरीक्षक कारागार।
2. **पदों की संख्या.—** 1 (एक)

3. वर्गीकरण.—वर्ग —। (राजपत्रित)

4. वेतनमान.—रु 12000—375—13500—400—15900—450—18600

5. चयन पद अथवा अचयन पद.—चयन।

6. सीधी भर्ती किए जाने वाले व्यक्तियों के लिए आयु—लागू नहीं।

7. सीधी भर्ती किए जाने वाले व्यक्तियों के लिए अपेक्षित न्यूनतम शैक्षणिक और अन्य अर्हताएं—लागू नहीं।

8. क्या सीधी भर्ती किए जाने वाले व्यक्तियों के लिए विहित आयु और शैक्षणिक अर्हताएं प्रोन्नति की दशा में लागू होंगी—लागू नहीं।

9. परिविक्षा की अवधि, यदि कोई हो—दो वर्ष, जिसका एक वर्ष से अनाधिक ऐसी और अवधि के लिए विस्तार किया जा सकेगा जैसा सक्षम प्राधिकारी विशेष परिस्थितियों में और लिखित कारणों से आदेश दें।

10. भर्ती की पद्धति—भर्ती सीधी होगी या प्रोन्नति, प्रतिनियुक्ति, स्थानान्तरण द्वारा और विभिन्न पद्धतियों द्वारा भरे जाने वाले पद(पदों) की प्रतिशतता शतप्रतिशत पदोन्नति द्वारा ऐसा न होने पर स्थानान्तरण/सैकेण्डमैन्ट आधार पर।

11. प्रोन्नति, प्रतिनियुक्ति या स्थानान्तरण की दशा में श्रेणियां (ग्रेड) जिनसे प्रोन्नति/प्रतिनियुक्ति/स्थानान्तरण किया जायेगा—माडल केन्द्रीय कारागार अधीक्षकों में से पदोन्नति द्वारा जो स्नातक हो और जिनका पांच वर्ष का नियमित सेवाकाल या ग्रेड में की गई लगातार तदर्थ सेवा, यदि कोई हो, को सम्मिलित करके, पांच वर्ष का संयुक्त नियमित सेवाकाल हो। ऐसा न होने पर समरूप वेतनमान में भारतीय पुलिस सेवा/हिमाचल प्रदेश पुलिस सेवा के अधिकारियों में से स्थानान्तरण/सैकेण्डमैन्ट आधार पर।

(1) प्रोन्नति के सभी मामलों में पद पर नियमित नियुक्ति से पूर्व सम्भरण पद में की गई लगातार तदर्थ सेवा, यदि कोई हो, प्रोन्नति के लिए इन नियमों में यथा विहित सेवाकाल के लिए, इस शर्त के अधीन रहते हुए गणना में ली जायेगी, कि सम्भरण प्रवर्ग में तदर्थ नियुक्ति/प्रोन्नति भर्ती एवं पदोन्नति नियमों के उपबन्धों के अनुसार चयन की उचित स्वीकार्य प्रक्रिया को अपनाने के पश्चात् की गई थी :

परन्तु उन सभी मामलों में जिनमें कोई कनिष्ठ व्यक्ति सम्भरण पद में अपने कुल सेवाकाल (तदर्थ आधार पर की गई तदर्थ सेवा सहित, जो नियमित सेवा/नियुक्ति के अनुसरण में हो) के आधार पर उपयुक्त निर्दिष्ट उपबन्धों के कारण विचार किये जाने का पात्र हो जाता है, वहां अपने अपने प्रवर्ग/पद/काडर में उससे वरिष्ठ सभी व्यक्ति विचार किए जाने के पात्र समझे जायेंगे और विचार करते समय कनिष्ठ व्यक्ति से उपर रखे जायेंगे।

परन्तु यह और कि उन सभी पदधारियों की, जिन पर प्रोन्नति के लिए विचार किया जाना है, की कम से कम तीन वर्ष की न्यूनतम अर्हता सेवा या पद के भर्ती एवं प्रोन्नति नियमों में विहित सेवा, जो भी कम हो, होगी :

परन्तु यह और भी कि जहां कोई व्यक्ति पूर्वगामी परन्तुक की अपेक्षाओं के कारण प्रोन्नति किए जाने सम्बन्धी विचार के लिए अपात्र हो जाता है, वहां उससे कनिष्ठ व्यक्ति भी ऐसी प्रोन्नति के विचार के लिए अपात्र समझा जायेगा/जाएंगे।

स्पष्टीकरण:— अन्तिम परन्तुक के अन्तर्गत कनिष्ठ पदधारी प्रोन्नति के लिए अपात्र नहीं समझा जायेगा। यदि वरिष्ठ अपात्र व्यक्ति भूतपूर्वक सैनिक है जिसे डिमोबिलाईजड आर्मड फोरसिज परसोनल

(रिजर्वेशन आफ वैकेन्सीज इन हिमाचल स्टेट नान टेक्निकल सरविसज) रूल्ज 1972 के नियम 3 के उपबन्धों के अन्तर्गत भर्ती किया गया है और इनके अन्तर्गत वरियता लाभ दिए गये हों या जिसे एक्स सर्विसमैन (रिजर्वेशन ऑफ वैकेन्सीज इन दी हिमाचल स्टेट नान टेक्निकल सरविसज) रूल्ज, 1985 के नियम 3 उपबन्धों के अन्तर्गत भर्ती किया गया हो और इनके अन्तर्गत वरियता लाभ दिए गये हों।

(2) इसी प्रकार स्थाईकरण के सभी मामलों में ऐसे पद पर नियमित नियुक्ति/प्रोन्ति से पूर्व की सम्भरण पद पर की गई लगातार तदर्थ सेवा यदि काई हो, सेवाकाल के लिए गणना में ली जायेगी, यदि तदर्थ नियुक्ति/प्रोन्ति उचित चयन के पश्चात् और भर्ती एवं प्रोन्ति नियमों के उपबन्धों के अनुसार की गई थी।

परन्तु की गई उपर्युक्त निर्दिष्ट तदर्थ सेवा को गणना में लेने के पश्चात् जो स्थाईकरण होगा उसके फलस्वरूप पारस्परिक वरियता अपरिवर्तित रहेगी।

12. यदि विभागीय प्रोन्ति समिति विद्यमान हो, तो उसकी सरंचना।—जैसी सरकार द्वारा समय—समय पर गठित की, जाए।

13. परिस्थितियां जिनमें हिमाचल प्रदेश लोक सेवा आयोग से भर्ती करने में परामर्श लिया जाना है।—जैसा विधि द्वारा आपेक्षित हो।

14. सीधी भर्ती किए जाने वाले व्यक्तियों के लिए अनिवार्य अपेक्षा।—लागू नहीं।

15. सीधी भर्ती द्वारा पद पर नियुक्ति के लिए चयन।—लागू नहीं।

16. आरक्षण: सेवा में नियुक्ति, हिमाचल प्रदेश सरकार द्वारा, समय—समय पर अनुसूचित जातियों/अनुसूचित जनजातियों/अन्य पिछड़े वर्गों और अन्य प्रवर्ग के व्यक्तियों के लिए सेवा में आरक्षण की बाबत जारी किए गये अनुदेशों के अधीन होगी।

17. विभागीय परीक्षा।—सेवा में प्रत्येक सदस्य को हिमाचल प्रदेश विभागीय परीक्षा नियम, 1997 में यथाविहित विभागीय परीक्षा पारित करनी होगी।

18. शिथिल करने की शक्ति जहां राज्य सरकार की यह राय हो कि ऐसा करना आवश्यक या समीचिन है, वहां वह, कारणों को लिखित में अभिलिखित करके और हिमाचल प्रदेश लोक सेवा आयोग के परामर्श से, आदेश द्वारा, इन नियमों के किन्हीं उपबन्धों को किसी वर्ग या व्यक्तियों के प्रवर्ग या पदों की बाबत, शिथिल कर सकेगी।

(Authoritative English text of this Department's Notification No. Home-B (B) 2-6/03-Jails, dated 3-12-2008 as required under Clause (3) of Article 348 of the Constitution of India.)

DEPARTMENT OF HOME

NOTIFICATION

Shimla-2, the 3rd December, 2008

No. Home- B (B) 2-6/03-Jails.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor, Himachal Pradesh, in consultation with the H. P. Public Service Commission is pleased to make the Recruitment and Promotion Rules for the post of Senior Assistant Inspector General of Prisons (Class-I Gazetted) in the Department of Prisons, Himachal Pradesh as per Annexure “A” attached to this Notification, namely:—

1. Short title and commencement.—(1) These Rules may be called the Himachal Pradesh Prisons Department, Senior Assistant Inspector General of Prisons (Class-I Gazetted) Recruitment & Promotion Rules, 2008.

(2) These Rules shall come into force from the date of publication in Rajpatra, Himachal Pradesh.

By order,

S.C. NEGI,
Principal Secretary.

ANNEXURE-A

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SR. ASSISTANT INSPECTOR GENERAL OF PRISONS (CLASS-I, GAZETTED), IN THE PAY SCALE OF Rs. 12000-18600, IN THE DEPARTMENT OF PRISONS, HIMACHAL PRADESH

- 1. Name of the post.**—Senior Assistant Inspector General Prisons.
- 2. Number of posts (s).**—01 (One)
- 3. Classification.**—Class-I (Gazetted)
- 4. Scale of pay.**—Rs. 12000-375-13500-400-15900-450-18600
- 5. Whether Selection post or Non-Selection post.**—Selection
- 6. Age for direct recruitment.**—Not applicable
- 7. Minimum educational and other qualifications required for direct recruit (s).**—Not applicable.
- 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of the promotee (s).**—Not applicable.
- 9. Period of probation, if any.**—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
- 10. Method of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of Post(s) to be filled in by various methods.**—100 % By promotion , failing which by transfer/ secondment basis.
- 11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.**—By promotion from amongst the Superintendents Model Central Jail who are graduate and also possess five years regular service or regular combined with continuous adhoc service rendered, if any, in the grade, failing which by transfer/secondment basis from amongst the IPS/HPPS officers in the identical pay scales.

(1) In all cases of promotion, the continuous adhoc service rendered in the feeder post, if any, prior to regular appointment to the post shall be taken into account towards the length of service as prescribed in these rules for promotion subject to the condition that the *adhoc* appointment/promotion in the feeder category had been made after following proper acceptable process of selection in accordance with the provisions of R & P Rules, provided that:—

That in all cases where a junior person becomes eligible for consideration by virtue of his total length of service (including the service rendered on ad-hoc basis followed by regular service/appointment) in the feeder post in view of the provisions referred to above, all persons senior to him in the respective category/ post/cadre shall be deemed to be eligible for consideration and placed above the junior person in the field of consideration.

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least three years or that prescribed in the Recruitment and Promotion Rules for the post, whichever is less;

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the proceeding proviso, the person (s) junior to him/her shall also be deemed to be ineligible for consideration for such promotion;

EXPLANATION.— The last proviso shall not render the junior incumbent(s) ineligible for consideration for promotion if the senior ineligible person(s) happened to be Ex-Servicemen recruited under the provisions of Rule- 3 of Demobilized Armed Forces Personnel (Reservation of Services) Rules, 1972 and having been given the benefits of seniority thereunder or recruited under the provisions of Rule-3 of the Ex-Servicemen (Reservation of Vacancies in the Himachal Pradesh Technical Services)Rules, 1985 and having been given the benefit of seniority thereunder.

(2) Similarly, in all cases of confirmation, adhoc service rendered on the feeder post, if any, prior to the regular appointment/promotion against such post shall be taken into account towards the length of service, if the *adhoc* appointment/promotion had been made after proper selection and in accordance with the provisions of the R & P Rules;

Provided that *inter-se-seniority* as a result of confirmation after taking into account, *ad-hoc* service rendered as referred to above shall remain unchanged.

12. If a Departmental Promotion Committee exists, what is its composition.—As may be constituted by the Government from time to time.

13. Circumstances under which the Himachal Pradesh Public Service Commission is to be consulted in making recruitment.—As required under the law.

14. Essential requirement for a direct recruitment.—Not applicable

15. Selection for appointment to post by direct recruitment.—Not applicable

16. Reservation.—The appointment to the service shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination.—Every member of the service shall pass the Departmental Examination as prescribed in the H.P. Departmental Examination Rules, 1997.

18. Powers to relax.—Where the State Govt. is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the H.P. Public Service Commission relax any of the provision(s) of these Rules with respect to any class or category of person(s) or post(s).

By order,

S. C. NEGI,
Principal Secretary.

आयुर्वेद विभाग
(भारतीय चिकित्सा पद्धति एवं होम्योपैथी)

अधिसूचना

3 दिसम्बर, 2008

संख्या आयु०-ख(३)-१/२००७.—हिमाचल प्रदेश की राज्यपाल, भारत के संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, हिमाचल प्रदेश लोक सेवा आयोग के परामर्श से, आयुर्वेद विभाग में भारतीय चिकित्सा पद्धति एवं होम्योपैथी, हिमाचल प्रदेश में निजी सचिव, वर्ग-१ (राजपत्रित) पद के लिए इस अधिसूचना से संलग्न उपाबन्ध 'क' के अनुसार भर्ती और प्रोन्नति नियम बनाती हैं; अर्थात्:—

1. **संक्षिप्त नाम और प्रारम्भ.**—(1) इन नियमों का संक्षिप्त नाम, आयुर्वेद विभाग भारतीय चिकित्सा पद्धति एवं होम्योपैथी, हिमाचल प्रदेश में निजी सचिव वर्ग-१ (राजपत्रित) भर्ती और प्रोन्नति नियम, 2008 है।
(2) ये नियम राजपत्र, हिमाचल प्रदेश में प्रकाशित किए जाने की तारीख से प्रवृत्त होंगे।

आदेश द्वारा,
दीपक सानन,
प्रधान सचिव।

उपाबन्ध— 'क'

**हिमाचल प्रदेश आयुर्वेद विभाग में निजी सचिव, वर्ग-१ (राजपत्रित), के पद के लिए
भर्ती और प्रोन्नति नियम**

1. **पद का नामनिजी.**—सचिव
2. **पदों की संख्या.**—०१ (एक)
3. **वर्गीकरण.**—वर्ग-१ (राजपत्रित) (लिपिक वर्गीय सेवाएं)
4. **वेतनमान.**—७२२०—२२०—८१००—२७५—१०३००—३४०—११६६० रुपए
5. **"चयन"** पद अथवा **"अचयन"** पद.—अचयन

6. सीधी भर्ती के लिए आयु.—लागू नहीं।

7. सीधे भर्ती किए जाने वाले व्यक्तियों के लिए अपेक्षित न्यूनतम शैक्षिक और अन्य अर्हताएं—अनिवार्य अर्हताएं—लागू नहीं।

वांछनीय अर्हताएं—लागू नहीं।

8. सीधे भर्ती किए जाने वाले व्यक्तियों के लिये वहित आयु और शैक्षिक अर्हताएं प्रोन्नत व्यक्ति (व्यक्तियों) की दशा में लागू होंगी या नहीं—आयु—लागू नहीं।

शैक्षिक अर्हता—लागू नहीं।

9. परिवीक्षा की अवधि, यदि कोई हो—दो वर्ष, जिसका एक वर्ष से अनधिक ऐसी और अवधि के लिए विस्तार किया जा सकेगा जैसा सक्षम प्राधिकारी विशेष परिस्थितियों में और लिखित कारणों से आदेश दें।

10. भर्ती की पद्धति—भर्ती सीधी होगी या प्रोन्नति या प्रतिनियुक्ति, स्थानान्तरण द्वारा और विभिन्न पद्धतियों द्वारा भरी जाने वाले पद (पदों) की प्रतिशतता—शतप्रतिशत प्रोन्नति द्वारा, ऐसा न होने पर सैकेण्डमैट आधार पर।

11. प्रोन्नति, प्रतिनियुक्ति, स्थानान्तरण की दशा में श्रेणियां (ग्रेड) जिनसे प्रोन्नति, प्रतिनियुक्ति स्थानान्तरण किया जाएगा—निजी सहायकों में से प्रोन्नति द्वारा, जिनका पांच वर्ष का नियमित सेवाकाल या ग्रडे में की गई लगतार सेवा, यदि कोई हो, को समिलित करके पांच वर्ष का नियमित सेवाकाल हो, ऐसा न होने पर हिमाचल प्रदेश सरकार के अन्य विभागों में इस पद के समतुल्य वेतनमान में कार्यरत पदधारियों में से सैकेण्डमैट आधार पर।

(1) प्रोन्नति के सभी मामलों में पद पर नियमित नियुक्ति से पूर्व सम्भरक पद में की गई लगातार तदर्थ सेवा, यदि कोई हो, प्रोन्नति के लिए इन नियमों में यथाविहित सेवाकाल के लिए, शर्त के अधीन रहते हुए गणना में ली जाएगी, कि सम्भरक प्रवर्ग में तदर्थ नियुक्ति/प्रोन्नति भर्ती और प्रोन्नति नियमों के उपबन्धों के अनुसार चयन की उचित स्वीकार्य प्रक्रिया को अपनाने के पश्चात् की गई थी :

परन्तु उन सभी मामलों में, जिनमें कोई कनिष्ठ व्यक्ति सम्भरक पद में अपने कुल सेवाकाल (तदर्थ आधार पर की गई तदर्थ सेवा सहित, जो नियमित सेवा/नियुक्ति के अनुसरण में हो) के आधार पर उपर्युक्त निर्दिष्ट उपबन्धों के कारण विचार किए जाने का पात्र हो जाता है, वहां अपने—अपने प्रवर्ग/पद/काड़र में उससे वरिष्ठ सभी व्यक्ति विचार किए जाने के पात्र समझे जाएंगे और विचार करते समय कनिष्ठ व्यक्ति से ऊपर रखें जाएंगे :

परन्तु यह आरै भी कि जहां कोई व्यक्ति पूर्वगामी परन्तुक की अपेक्षाओं के कारण प्रोन्नति किए जाने सम्बन्धी विचार के लिए अपात्र हो जाता है, वहां उससे करिष्ठ व्यक्ति भी ऐसी प्रोन्नति के विचार के लिए अपात्र समझा जाएगा/समझे जाएंगे।

स्पष्टीकरण—अंतिम परन्तुक के अन्तर्गत कनिष्ठ पदधारी प्रोन्नति के लिए अपात्र नहीं समझा जाएगा यदि वरिष्ठ अपात्र व्यक्ति भूतपूर्व सैनिक है जिसे डिमोबीलाइज्ड आर्मड फोर्सिज परसोनल (रिजर्वेशन ऑफ वेकेन्सील इन हिमाचल स्टेट नॉन टैक्नीकल सर्विसीज) रुल्ज, 1972 के नियम-3 के उपबन्धों के अन्तर्गत वरीयता लाभ दिए गए हों या जिसे एकत सर्विसमैन (रिजर्वेशन ऑफ वेकेन्सीज इन दी हिमाचल प्रदेश टैक्नीकल सर्विसीज) रुल्ज, 1985 के नियम-3 के उपबन्धों के अन्तर्गत भर्ती किया गया हो और इनके अन्तर्गत वरीयता लाभा दिए गए हों।

(2) इसी प्रकार स्थाईकरण के सभी मामलों में ऐसे पद पर नियमित नियुक्ति से पूर्व सम्भरक पर की गई लगातार तदर्थ सेवा, यदि कोई हो, सेवाकाल के लिए गणना में ली जाएगी, यदि तदर्थ नियुक्ति/प्रोनन्ति उचित चयन के पश्चात् और भर्ती और प्रोन्नति नियमों के उपबन्धों के अनुसार की गई थी:

परन्तु की गई उपर्युक्त निर्दिष्ट तदर्थ सेवा को गणना में लेने के पश्चात् जो स्थाईकरण होगा उसके फलस्वरूप पारस्परिक वरीयता अपरिवर्तित रहेगी।

12. यदि विभागीय प्रोन्नति समिति विद्यमान हो, उनकी संरचना—जैसा कि सरकार द्वारा समय—समय तो पर गठित की जाए।

13. भर्ती करने में किन परिस्थितियों में हिमाचल प्रदेश लोक सेवा आयोग से परामर्श किया जायेगा—जैसा विधि द्वारा अपेक्षित हो।

14. सीधी भर्ती के लिए अनिवार्य अपेक्षा—लागू नहीं।

15. सीधी भर्ती द्वारा पद पर नियुक्ति के लिए चयन—लागू नहीं।

16. आरक्षण—सेवा में नियुक्ति, हिमाचल प्रदेश सरकार द्वारा समय—समय पर अनुसूचित जातियों/अनुसूचित जनजातियों/अन्य पिछड़े वर्गों और अन्य प्रवर्ग के व्यक्तियों के लिये सेवा से आरक्षण की बाबत जारी किए गए अनुदेशों के अधीन होगी।

17. विभागीय परीक्षा—सेवा में प्रत्येक सदस्य को हिमाचल प्रदेश विभागीय परीक्षा नियम, 1997 में यथा विहित विभागीय परीक्षा उत्तीर्ण करनी होगी।

18. शिथिल करने की शक्ति.—जहां राज्य सरकार की यह राय हो कि ऐसा करना आवश्यक या समीचीन है, वहां यह, कारणों को लिखित में अभिलिखित करके और और हिमाचल प्रदेश लोक सेवा आयोग के परामर्श से, इन नियमों के किन्ही उपबन्धों को किसी वर्ग या व्यक्ति (व्यक्तियों) के प्रवर्ग या पद (पदों) की बाबत, शिथिल कर सकेगी।

[Authoritative English text of This Department Notification No.Ayu.Kha (3)-1/2007 Dated 3-12-2008 as required under clause (3) of Article 348 of the Constitution of India].

DEPARTMENT OF AYURVEDA

(Indian System of Medicine and Homoeopathy)

NOTIFICATION

3rd December, 2008

No.Ayu.Kha (3)-1/2007.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor, Himachal Pradesh in consultation with the Himachal Pradesh Public Service commission is pleased to make the Recruitment and Promotion Rules for the post of Private Secretary, Class-I (Gazetted) in the Department of Ayurveda, Indian System of Medicine and Homoeopathy, Himachal Pradesh as per “Annexure-A” attached to this notification.

1. Short, Title and commencement.—(1). These rules may be called the Department of Ayurveda (Indian System of Medicine and Homoeopathy), Himachal Pradesh, Private Secretary, Class-I (Gazetted) Recruitment and Promotion Rules, 2008.

(2) These Rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.

By order,

DEEPAK SANAN,
Princial Secretary.

ANNEXURE-“A”

RECRUITMENT AND PROMOTION RULES FOR THE POST OF PRIVATE SECRETARY (GAZETTED) CLASS-I, IN THE DEPARTMENT OF AYURVEDA, HIMACHAL PRADESH

- 1. Name of Post.**—Private Secretary
- 2. Number of Post(s).**—01 (One)
- 3. Classification.**—Class-I (Gazetted) (Ministerial Services)
- 4. Scale of Pay.**—Rs. 7220-22—8100-275-10300-340-11660.
- 5. Whether “Selection” post or “Non-Selection” post.**—Non-Selection
- 6. Age for direct recruitment .**—Not-applicable
- 7. Minimum educational and other qualifications required for direct recruit(s).**—**Essential Qualification.**—Not applicable

Desirable Qualification(s).—Not applicable

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promotee(s).—**Age.**—Not applicable

Educational Qualification.—Not applicable

9. Period of probation, if any.—Two years’ subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post(s) to be filled in by various methods.—100% by promotion failing which on secondment basis

11. *In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.*—By promotion from amongst the Personal Assistant who possess five years' regular services or regular combined with continuous adhoc service rendered, if any, in the grade failing which on secondment basis from amongst the incumbents of this post working in the identical pay scale from other HP Government Departments.

(1) In all cases of Promotion, the continuous adhoc service rendered in the feeder post, if any, prior to regular appointment to the post shall be taken into account towards the length of service as prescribed in these Rules for promotion subject to the condition that the adhoc appointment/promotion in the feeder category had been made after following proper acceptable process of selection in accordance with the provisions of R&P Rules, provided that:-

In all cases where a junior person becomes eligible for consideration by virtue of his/her total length of service (including the service rendered on adhoc basis, followed by regular service/appointment) in the feeder post in view of the provision referred to above, all persons senior to him/her in the respective category/post/cadre shall be deemed to be eligible for consideration and placed above the junior person in the field of consideration;

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least three years' or that prescribed in the R&P Rules for the post, whichever is less;

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the persons(s) junior to him/her shall also be deemed to be ineligible for consideration for such promotion;

Explanation.—The last proviso shall not render the junior incumbent(s) ineligible for consideration for promotion if the senior ineligible person(s) happened to be Ex-servicemen recruited under provisions of Rule-3 of the Demobilized Armed Forces Personnel (Reservation of vacancies in Himachal State Non-Technical Service) Rules, 1972 and having been given the benefit of seniority there-under or recruited under the provisions of Rule-3 of the Ex-serviceman (Reservation of vacancies in the Himachal Pradesh Technical Services) Rule, 1985 and having been given the benefit of seniority there-under.

2. Similarly, in all cases of confirmation, adhoc service rendered on the feeder post, if any, prior to the regular appointment/promotion against such post shall be taken into account towards the length of service, if the adhoc appointment / promotion had been made after proper selection and in accordance with the provision of the R&P Rules.

Provided that inter-se-seniority as a result of confirmation after taking into account, adhoc service rendered as referred to above shall remain unchanged.

12. *If a Departmental Promotion Committee exists, what is its composition.*—As may be constituted by the Government from time to time.

13. *Circumstances under which the H.P.P.S.C. is to be consulted in making recruitment.*—As required under the Las.

14. *Essential requirement for a direct recruitment.*—Not applicable

15. Selection for appointment to post by direct recruitment.—Not applicable

16. Reservation.—The appointment to the service shall be subject to orders regarding reservation in the service for Scheduled Castes/ Scheduled Tribes / Other Backward Classes / Other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental-Examination.—Every member of the service shall pass a Departmental Examination as prescribed in the H.P. Departmental Examination Rules, 1997.

18. Power to relax.—Where the state Government is of the opinion that it is the necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the H.P.P.S.C. relax any of the provision(s) of these Rules with respect to any Class or category of person(s) or post(s).

TOWN AND COUNTRY PLANNING DEPARTMENT

Notice For Publication Of Draft Regulations On Solar Passive Building Design In Development Plan, Una

Shimla, 15th November, 2008

No. HIM/TP/AZR-Vol-X/08-9824-10024.—In exercise of the powers vested under sub-section (1) of Section-19 of the Himachal Pradesh Town and Country Planning Act, 1977 (Act No. 12 of 1977), the draft regulations on Solar Passive Building Design in Development Plan, Una are hereby published and notice is given that a copy of said draft regulations is available for inspection at the following offices during the office hours:-

1. Director,
Town and Country Planning Department, Himachal Pradesh, Nagar Yojana Bhawan,
Block No.32-A, SDA Complex, Kasumti, Shimla-171009.
2. The Assistant Town Planner, Sub-Divisional Town Planning Office, Una-cum-Member Secretary, Special Area Development Authority, Una.
3. The Executive Officer, Municipal Council, Una, Himachal Pradesh.

The draft regulations pertaining to Solar Passive Building Design are at Annexure-“A”.

If there be any objection/suggestion with respect to the said draft regulations, it should be sent to the Director, Town and Country Planning Department, Himachal Pradesh, Nagar Yojana Bhawan, Block No.32-A, SDA Complex, Kasumti, Shimla-171009 or the Assistant Town Planner, Sub-Divisional Town Planning Office, Una-cum-Member Secretary, Special Area Development Authority, Una or the Executive Officer, Municipal Council, Una, Himachal Pradesh, before the expiry of thirty days from the date of publication of this notice in the Official Gazette.

Director,
Sd/-
Town & Country Planning.

**PROPOSED ADDITION OF REGULATION 7.1 (xviii) IN CHAPTER-7 OF
DEVELOPMENT PLAN FOR UNA PLANNING AREA PERTAINING TO
INCORPORATION OF SOLAR PASSIVE BUILDING DESIGN**

7.1 (xviii) SOLAR PASSIVE BUILDING DESIGN

1. Scope

The Solar Passive Building Design is mandatory in Government/Semi-Government/Autonomous/Commercial Buildings to be constructed in Planning/Special Areas of the State.

2. Building Map

The map for the building should accompany a statement giving details of solar passive heating/cooling/day lighting features alongwith technical specifications of solar space heating/cooling system, solar photovoltaic, energy efficient and other renewal resource devices to be installed alongwith expected energy saving in the building.

3. Site Selection

The site should preferably be selected on southern slopes/ side. Survey of the site has to be got done to determine adequate solar energy availability and solar access alongwith data on climatic conditions.

4. Orientation

The longer axis of the building should lie along east/west directions to trap maximum solar energy.

5. Planning Spaces

The main habitable spaces of a building should be planned and designed in such a manner so that natural day light is available. The stair cases, garages, toilets and stores to be planned preferably in northern side. Minimise door and window openings on north side to avoid heat losses and maximize south facing glazing to capture maximum heat as per site and climatic conditions.

6. Integrating Solar Space Heating Systems in Building Design.

- 6.1 Passive solar heating systems like solar air heating/ water heating/sun space/solar walls/solar trombe wall etc. are to be integrated in the building design on southern side so as to allow maximum direct solar access to these system.
- 6.2 The suitability of space heating systems to be installed or incorporated in the design of a solar passive building is to be decided by the Architect/solar expert as per the building site/climate/space heating requirements.
- 6.3 All solar/water heating systems should have an automatic electric backup system so as to function during cloudy/non sunshine days.

- 6.4 The solar water heating system is to be integrated preferably, in the roof of the building so that the panels become a part of the roof. The solar collectors on the roof inclined at angle of 45° to 50° for receiving maximum solar radiation, will be allowed in all parts of the State.
- 6.5 The sunspace/solarium/solar green house/solar wall/solar chimneys etc. will be allowed on the roof top for utilizing solar energy for heating of the building.
- 6.6 Provision in the building design itself is to be kept for an insulated pipeline from the rooftop in the building to various distribution points where hot water/hot air is required.

7 Solar Photovoltaic Panel (SPV) for lighting

Solar photovoltaic panels are to be integrated preferably in the building design for lighting/street lighting/emergency lighting in order to reduce electricity usage and to save the energy.

8. Solar Passive Cooling Design Features

- 8.1 **Cross Ventilation:** Windows on opposite sides of rooms be provided for proper circulation and ventilation of fresh and cool air.
- 8.2 South windows are to be fixed with overhangs to provide shade from summer.
- 8.3 **Colour and shading:** The external surface of the wall is to be painted with white/light colours to reflect instant solar radiations.
- 8.4 **Ground embankments:** Ground floor be provided with earth beaming to a height of around 1.00 Metre for taking the advantage of constant temperature of the earth through out the year.
- 8.5 Outside temperature be modified by land scaping.

9. Reducing thermal losses

The building structure and materials are to be utilized to meet the heating and cooling requirements by means of storing warmth and coolth.

10. Outer Wall Thickness

Outer walls of the building should be made atleast 0.24 Metre thick/or with cavity/or with insulation for thermal comfort and to avoid the transfer of heat from outer environment to inner environment and vice-versa.

11. Installation of Solar Assisted Water Heating System in Buildings

- 11.1 No new building plan in the following categories in which there is a system of installation for supplying hot water shall be cleared unless the system of the installation is also having an auxiliary solar assisted water heating system:—

- (a) Hospitals and Nursing Home.
 - (b) Hotels, Lodges and Guest Houses, Group Housing with the plot area of more than 4000 Sqm.
 - (c) Hostels of Schools, Colleges and Training Centres with more than 100 Students.
 - (d) Barracks of Police.
 - (e) Functional Buildings of Air Ports like waiting rooms, retiring rooms, rest rooms, inspection bungalows and catering units.
 - (f) Community Centres, Banquet Halls and buildings for similar use.
- 11.2 (a) New buildings should have open space on the rooftop which receives direct sun light. The load bearing capacity of the roof should at least be 50 Kg. per Sqm. All new buildings of above categories must complete installation of solar water heating system before putting the same in use.
- (b) Installation of solar assisted water heating systems in the existing building shall be made mandatory at the time of change of use to above said categories, provided there is a system or installation for supplying hot water.
- 11.3 Installation of solar assisted water heating systems shall conform to BIS specification. The solar collectors used in the system shall have the BIS certification mark.

नगर एवं ग्राम योजना विभाग

ऊना विकास योजना में सौर अप्रतिरोधी भवन ढांचे के लिए प्रारूप विनियमों बारे प्रकाशन की सूचना

शिमला, 15 नवम्बर, 2008

संख्या हिम/टी०पी०/एजैडआर/खण्ड-X/08-9824.10024.—हिमाचल प्रदेश नगर एवं ग्राम योजना अधिनियम, 1977 (1977 का 12वां अधिनियम) के अन्तर्गत धारा 19 की उपधारा (1) में निहित शक्तियों का प्रयोग करते हुए ऊना विकास योजना में सौर अप्रतिरोधी भवन ढांचे के लिए प्रारूप विनियम एतद् द्वारा प्रकाशित किए जाते हैं तथा सूचित किया जाता है कि उक्त प्रारूप विनियमों की एक प्रति निम्नलिखित कार्यालयों में कार्यालय अवधि के दौरान निरीक्षण हेतु उपलब्ध है :—

1. निदेशक, नगर एवं ग्राम योजना विभाग, हिमाचल प्रदेश, नगर योजना भवन, ब्लॉक नं० 32-ए, एस०डी०ए० कॉम्प्लैक्स, कसुम्पटी, शिमला-171009.
2. सहायक नगर योजनाकार, उप-मण्डलीय नगर योजना कार्यालय एवं सदस्य सचिव, विशेष क्षेत्र विकास प्राधिकरण, ऊना।

3. कार्यकारी अधिकारी, नगर परिषद, ऊना, जिला ऊना, हिमाचल प्रदेश।

सौर अप्रतिरोधी भवन ढांचे से सम्बन्धित प्रारूप विनियम अनुबन्ध-'ए' पर हैं। यदि उक्त प्रारूप विनियमों से सम्बन्धित किसी को कोई आपत्ति एवं सुझाव हो, तो उन्हें लिखित रूप में निदेशक, नगर एवं ग्राम योजना विभाग, हिमाचल प्रदेश, नगर योजना भवन, ब्लॉक नं० 32-ए, एस० डी० ए० कॉम्प्लैक्स, कसुम्पटी, शिमला-171009 अथवा सहायक नगर योजनाकार, उप-मण्डलीय नगर योजना कार्यालय एवं सदस्य सचिव, विशेष क्षेत्र विकास प्राधिकरण, ऊना अथवा कार्यकारी अधिकारी, नगर परिषद, ऊना, हिमाचल प्रदेश को सरकारी समाचारपत्र में इस सूचना के प्रकाशन की तारीख से तीस दिन की कालावधि के भीतर भेजे जाने चाहिए।

निदेशक,

हस्ताक्षरित /—
नगर एवं ग्राम योजना।

विभागीय परीक्षा बोर्ड

अधिसूचना

शिमला-171012, 2 दिसम्बर, 2008

संख्या हिपा (परीक्षा)-21/76-5.—भारतीय प्रशासनिक सेवा/हिमाचल प्रदेश प्रशासनिक सेवा, भारतीय वन सेवा/हिमाचल प्रदेश वन सेवा, तहसीलदार/नायब तहसीलदार, राज्य में कार्यरत अन्य समस्त राजपत्रित अधिकारी/ पात्र अराजपत्रित अधिकारी (अधीक्षक ग्रेड-II) व वरिष्ठ सहायक) तथा आवकारी एवं कराधान विभाग के आवकारी एवं कराधान निरीक्षक, जिनके लिए विभागीय परीक्षा पास करना अनिवार्य है, के लिए इस का आयोजन अनुबन्ध "क" के अनुसार हिमाचल प्रदेश विभागीय परीक्षा बोर्ड, हिपा, फेयरलॉन्ज, शिमला-171012, द्वारा दिनांक 17.4.2009 से 25-4-2009 तक आयोजित की जा रही है। उम्मीदवारों की सुविधा के लिए वित्तीय प्रशासन पर्चा संख्या-I का आयोजन शिमला के अलावा मण्डी तथा धर्मशाला में भी किया जाना है। इन परीक्षाओं का आयोजन हिमाचल प्रदेश विभागीय परीक्षा नियम, 1997 जोकि समय-समय पर संशोधित किए गए हैं, के अन्तर्गत किया जायेगा।

अतः समस्त इच्छुक उम्मीदवारों को सूचित किया जाता है कि प्रतिदिन प्रातः का सत्र ठीक 10.00 बजे तथा सायं का 2.00 बजे बाद दोपहर आरम्भ होगा। जो उम्मीदवार विभागीय परीक्षा में बैठना चाहते हों वे अपने आवेदन पत्र निधारित प्रपत्र पर दो नम्बर सत्यापित पास पोर्ट साईज फोटोग्राफस सहित अपने—अपने विभागाध्यक्षों के माध्यम से प्रपत्र के भाग-II पर अपनी पात्रता सत्यापित करवा के सचिव, हिमाचल प्रदेश विभागीय परीक्षा बोर्ड, फेयरलॉन्ज, शिमला-171012 को प्रेषित करें जोकि अधोहस्ताक्षरी के कार्यालय में दिनांक 15-02-2009 तक पहुंच जाने चाहिए।

आवेदन पत्र की अग्रिम प्रति भी सचिव, हिमाचल प्रदेश विभागीय परीक्षा बोर्ड को भेजी जा सकती है। आवेदन पत्र तथा समय सारणी HIPA वैबसाईट himachal.nic.in/hipa से डाउनलोड अथवा आवेदन पत्र को टंकित व फोटोस्टैट भी करवाया जा सकता है।

हस्ता /—
सचिव।

H.P. BOARD OF DEPARTMENTAL EXAMINATIONS,HIPA-FAIRLAWNS, SHIMLA-12
DEPARTMENTAL EXAMINATIONS, APRIL, 2009

DATE SHEET

IAS/HAS

Sr. No	Date/Day	Time	IAS Papers	HAS Papers
1.	17.4.2009 Friday	10 AM to 1 PM	Criminal Law & Procedure (Paper-1)	Criminal Law & procedure (Paper-1)
		2 PM to 5 PM	Criminal Case (Paper-2)	Criminal Case (Paper-2)
2.	18.4.2009 Saturday	10 AM to 1 PM	Revenue Law & Procedure (Paper-3)	Revenue Law & Procedure (Paper-3)
		2 PM to 5 PM	Revenue Case (Paper-5)	Revenue Case (Paper-5)
3.	20.4.2009 Monday	10 AM to 1 PM		General Administration (Paper-6)
		2 PM to 3.30 PM	Hindi (written)	Hindi (written)
		3.30 PM to 5 PM	Hindi (Oral) (Paper-4)	Hindi (Oral) (Paper-4)
4.	21.4.2009 Tuesday	10 AM to 1 PM		Planning & Development (Paper-7)
		2 PM to 5 PM		Constitution & Civil Law (Paper-8)
5.	22.4.2009 Wednesday	10 AM to 1 PM	Civil Services Treasury and Financial Rules (Paper-9)	Civil Services Treasury and Financial Rules (Paper-9)
		2 PM to 5 PM	Special Acts (Criminal) Manuals & Rules (Paper-10)	Special Acts (Criminal) Manuals & Rules (Paper-10)
6.	23.4.2009 Thursday	10 AM to 1 PM	Minor (Revenue) Acts & Manuals (Paper-11)	Minor (Revenue) Acts & Manuals (Paper-11)
		2 PM to 3.30 PM 4 PM to 5.00 PM		Computer (Written) (Practical) (Paper-14)
7.	24.4.2009 Friday	10 AM to 11.30 PM	Motor Mechanism & Driving (Written)	Motor Mechanism & Driving (Written)
8.	25.4.2009 Saturday	12.15 PM to 5 PM	Practical (Paper-12)	Practical (Paper-12)
		10.00 AM to 5 PM		Target Shooting (Rifle & Revolver) (Paper-13)

NOTE:-

- VENUE :** 1. H.P. PUBLIC SERVICE COMMISSION, NIGAM VIHAR, SHIMLA-171002
2. Computer Practical at HIPA

Tehsildars/ Naib-Tehsildars

Sr.No	Date/Day	Time	Tehsildars Papers	Naib-Tehsildars Papers
1.	20.4.2009 Monday			
		2 PM to 3.30 PM	Hindi (written)	Hindi (written)
2.	21.4.2009 Tuesday	3.30 PM to 5 PM	Hindi (Oral) (Paper-4)	Hindi (Oral) (Paper-4)
		10 AM to 1 PM	Land Revenue Acts & Rules (Paper-1)	Land Revenue Acts & Rules (Paper-1)
3.	22.4.2009 Wednesday	2 PM to 5 PM	Arithmetic & Patwaris Mensuration (Paper-2)	Arithmetic & Patwaris Mensuration Paper-2)
		10 AM to 1 PM	Minor Revenue Acts & Rules (Paper-3)	Minor Revenue Acts & Rules (Paper-3)
4.	23.4.2009 Thursday	2 PM to 5 PM	Criminal Law & Procedure (Paper-5)	Criminal Law & Procedure (Paper-5)
		10 AM to 1 PM	Revenue Case (Paper-6)	
5.	24.4.2009 Friday	2 PM to 5 PM	Local & Special Law (Paper-7)	
		10 AM to 1 PM	Local Fund Treasury & Financial Rules (Paper-8)	

NOTE:-**VENUE : H.P. PUBLIC SERVICE COMMISSION, NIGAM VIHAR, SHIMLA-171002**

Technical / Non-Technical Departments

Sr.No	Date/Day	Time	Technical Papers	Non-Technical Papers
1.	17.4.2009 Friday	10 AM to 1 PM	Financial Administration (Paper_1) (Only for Principals/ eligible Lecturers/ Headmasters and eligible Teachers of Education Deptt.)	-
		2 PM to 5 PM	Financial Administration (Paper-1)	Financial Administration (Paper-1)
2.	18.4.2009 Saturday	10 AM to 1 PM	Concerned Departments (Paper-3)	Concerned Departments (Paper -3)
		2 PM to 5 PM	-	Concerned Departments (Paper-4)
3.	20.4.2009 Monday	10 AM to 1 PM	-	Concerned Departments (Paper-5)
		10 AM to 11.30AM		Panch Raj-Computer (Written)(Paper-5)
		12 Noon to 1 PM		Panch Raj-Computer (Practical)
		2 PM to 3.30 PM	Hindi (written)	Hindi (written)
		3.30 PM to 5 PM	Hindi (Oral) (Paper-2)	Hindi (Oral) (Paper-2)

NOTE:-

- VENUE :**
1. H.P. PUBLIC SERVICE COMMISSION, NIGAM VIHAR, SHIMLA-171002
 2. MANDI AND DHARAMSHALA FOR FINANCIAL ADMINISTRATION ONLY
 3. Computer Practical at HIPA

Non-Technical Department (Treasury and Distt. Treasury Officers)

Sr.No	Date/Day	Time	Non-Technical Papers
1.	17.4.2009 Friday	10 AM to 1 PM	-
		2 PM to 5 PM	Financial Rules (Paper-5)
2.	18.4.2009 Saturday	10 AM to 1 PM	Principles of Accounts (Paper -3)
		2 PM to 5 PM	Treasury Rules and Accounting Procedures (Paper-4)
3.	20.4.2009 Monday	10 AM to 12 NOON	I.T. (Written)
		12.30 PM to 1.30 PM	I.T. (Practical) (Paper-1)
		2 PM to 3.30 PM	Hindi (written)
		3.30 PM to 5 PM	Hindi (Oral) (Paper-2)

NOTE:-

- VENUE :** 1. H.P. PUBLIC SERVICE COMMISSION, NIGAM VIHAR, SHIMLA-171002
 2. I.T. Practical at HIPA

Excise & Taxation Inspectors

Sr. No	Date/ Day	Time	Paper Name /Paper Number
1.	21.4.2009 Tuesday	10 AM to 1 PM	Law of Crimes (Paper-1)
		2 PM to 5 PM	Excise Law (Paper-2)
2.	22.4.2009 Wednesday	10 AM to 1 PM	Law Relating to Allied Taxes (Paper-3)
		2 PM to 5 PM	Sales Tax Law & Practices (Paper-4)
3.	23.4.2009 Thursday	10 AM to 1 PM	Book Keeping & General Commercial Knowledge (Paper-5)

NOTE:-

VENUE : H.P. PUBLIC SERVICE COMMISSION, NIGAM VIHAR, SHIMLA-171002

BOARDS/CORPORATIONS

DATE SHEET

Sr. No	Date	Day	Time	EDUCATION BOARD
1.	17.04.2009	Friday	2 PM to 5 PM	Financial Administration (Paper-1)
2.	18.04.2009	Saturday	10 AM to 1 PM	Administration and General (Paper-2)
			2 PM to 5 PM	Board Act and Regulations (Paper-3)

DEPARTMENT OF FINANCE**NOTIFICATION***Shimla-171002, 2 December, 2008*

No. Fin. D(A)5-3/2005.—In exercise of the powers conferred by section 2(h)(d) of the Right to information Act,2005 (No. 22 of 2005) and in continuation of this department Notifications No. Fin.D(A)5-3/2005 dated 08-08-2008 and 26-08-2008, the Governor of Himachal Pradesh is pleased to designate the following Officers as Public Information Officer and Appellate Authority at state level for citizen to secure access to information under the control of Public authorities for promoting transparency and accountability in the working of every public authority in the Finance Department, Himachal Pradesh with immediate effect:-

Designation	Complete Office Address	Office Tel. No.	Jurisdiction/Unit under his control for which he will render information to applicants.
1. Public Information Officer Dy.Secy.(Fin.Budget)./ Under Secy.(Fin.Exp.)	Armsdale Building, H.P.Sectt.Shimla. Room No. 308 Room No. 311	0177-2622407 0177-2622188	Finance Department at Sectt. Level
2. Appellate Authority Pr. Secretary (Fin.)	Armsdale Building, H.P.Sectt.Shimla. Room No. 532	0177-2621586	-do-

The Governor of Himachal Pradesh is further pleased to publish the records and other activities of the department as required under the provisions of sub section (1) (b) of Section 4 of the **Right to Information Act,2005** as under:-

The Finance Minister is Minister in Charge and the Organization set up of Department of Finance is as under:-

GOVERNMENT/SECRETARIAT LEVEL

1. Pr. Secretary (Fin.) to the Government of Himachal Pradesh.
2. Special Secretary/Dy.Secy./Under Secy.(as the case may be).
3. Section Officer as Section Incharge.

Sr. No.	Name of the Branch	Function being Distributed	Branch Officer/Supervisor
1.	Fin. A&G Branches and Finance Commission	1. Preparation of Budget estimate including supplementary grants and budget speech. 2. Delegation of powers of DDO's/HOD's. 3. PAC and Estimate Committees. 4. All meetings relating to Budget. 5. List of Major/Minor Head of Accounts. and 6. All work relating to Finance Commission. 7. Taxation/grant proposals. 8. Fiscal reforms.	Smt. Nandita Gupta, Special Secretary(Fin.Budget.)/Sh. Krishan Lal Kashyap, Deputy Secretary(Fin.Budget.)
2.	Fin.B Branch	6. Ways and Means/Loans. 7. L.O.C. 8. Reconciliation with G.O.I /A.G. 9. Grant-in-aid to Science & Technology. 10. Waive off revenue losses. Rate of interest (other than loans to Govt. employees) on loans by Govt.	Smt. Nandita Gupta, Spl.Secretary(Fin.Budget.)/Sh. Krishan Lal Kashyap, Deputy Secretary(Fin.Budget)
3.	Fin.C Branch	3. Service Rules, FRSR, Leave Rules, HPFR, TA Rules etc. 4. Allowances like CA, HRA, Capital Allowances etc. Ex-gratia grant and other policy matters.	Sh. Akshay Sood, Special Secretary(Fin.Exp.)/Sh. Rakesh Gupta, Under Secretary(Fin.Exp.)
4.	Fin.D Branch.	5. HBA (House Building Advance.) 6. Public Account Matters. Policy/instructions and report of CAG. 7. Audit Paras and Inspection reports. 8. Group Insurance Scheme. Coordination Work.	Smt. Nandita Gupta, Special Secretary(Fin.Budget.)/Sh. Krishan Lal Kashyap, Deputy Secretary(Fin.Budget.)

5.	Fin.E&F Branches	1.Creation/Upgradation of Posts. 2.Economy instructions/Policy. 3.Expenditure Sanctions. Meeting regarding expenditure.	Sh. Akshay Sood, Spl.Secretary(Fin.Exp.)/Sh. Rakesh Gupta, Under Secretary(Fin.Exp.)
6.	Fin.Pension Cell.	1.All Works relating to Pension Rules and Pensionary benefits to State Govt. employees. 2.Grievances of Pensioners. V.R.S for State Govt. Employees.	Sh. Akshay Sood, Special Secretary(Fin.Exp.)/Sh. Rakesh Gupta, Under Secretary(Fin.Exp.)
7.	Fin.IF Cell.	1.Work relating to all Boards/Corporations/Universities. 2.Meetings in respect of Boards/ Corporations/Universities. 3.V.R.S for Boards/Corporations/Universities	Smt. Nandita Gupta, Special Secretary(Fin.)-cum-Dir. (IF)
8.	Fin.Pay Revision.	All Work relating to Pay Revision/Assured Career Progression Scheme etc.	Sh. Akshay Sood, Special Secretary(Fin.Budget.)/Sh. Rakesh Gupta, Under Secretary(Fin.Exp.)
9.	Planning & Eco. & Statistics.	All work relating to Planning & Eco. & Statistics.	Smt. Nandita Gupta, Special Secretary(Fin.Budget.)/ Sh. Krishan Lal Kashyap, Deputy Secretary(Fin.)

Additional/Deputy/Under Secretary(Finance).

To assist the Secretary(Fin.) on the issues as stated above.

Section Officer

The Section Officer is the Incharge of the Finance Section/Branches in H.P Secretariat for the works relating to establishment, Budget and accounts Matter and all service matter R&P Rules disciplinary cases, Pay Fixation, Grant of benefits under ACPS & transfer cases of Class-1&11 Officers of Finance Department as stated above.

Superintendent Grade-11

Superintendent Grade-11 working in the Secretariat supervises work of some of the dealing hands posted in the Section and submits their cases through the Section Officer. In the absence of Section Officer, the Superintendent Grade-11 supervises the work of entire Section.

Senior Assistants/Junior Assistants

Senior Assistants/Junior Assistants deal with receipts and submit cases to the Section Officers of Superintendents. They are required to compile data, statistics or information and deal matters including Cabinet Memorandum/Court Cases/Replies of Vidhan Sabha Question so as to present complete cases with all relevant data and also information with past precedents and viable/feasible solutions to facilitate the authorities to arrive at a definite decision. They are also required to maintain record/registers.

Clerks.

Clerks posted in the section perform duties and functions as assigned to them by the Section Officer/Superintendent including the diary/dispatch work, Maintain casual leave account, type work of the section,Maintain attendance register,distribute dak after dairying to dealing assistants in the section to open files and maintain reminder register.

Personal Staff

The general function of Personal Staff i.e Private Secretary/Personal Assistants/Senior and Junior Scale stenographer is to assist the Ministers, Secretaries and other middle level Officers in their day to day disposal of work and carry out such duties officially assigned to them. They have to handle files/records of confidential or secret nature and as such they have to retain the faith reposed in them by maintaining secrecy. They are also equipped with knowledge of Hindi and English shorthand and typewriting to assist the authorities in quick decision making through dictation and typing. Further they have to perform the duties of receipt of dak, preparation of notes and drafts, Attendance of Telephones, Maintenance of Engagement Diary, Control over Vehicle/Driver, Arrangements for tours/pay etc. and also maintenance of records.

* HIMACHAL PRADESH GOVERNMENT FINANCE DEPARTMENT WEBSITE *

The Acts , Rules Regulations, Instructions Manuals & Records held by it or under its control or used by its employees for discharging its functions.	The following rules Regulations, Instructions are followed while deciding different issues:- 1.CCS(Leave) Rules,1972. 2.CCS & CCA Rules. 3.CCS(Conduct) Rules. 4.H.P.Financial Rules 5.F.R.S.R. 6.Delegation of Financial Power Rules. 7.Budget Manual. 8.Office Manual. 9.Pension Rules. 10.Handbook Volume-1,11&111 issued by .the Department of Personnel. 11.Instructions regarding maintenance of ACRs. 12.Instructions regarding Pay Fixation , Stepping up of Pay, Granting of ACP benefits and removal of anomaly in pay of senior and junior officers. 13.F.R.B.M Act & Rules.
The Particulars of facilities available to the citizens for obtaining information.	The Office of Secretary (Fin.) and all other officers of this department are open for general public for collection of any type of information relating to programmes and allocation of funds under various Heads of Accounts from 10 AM to 5 PM except on holidays. To visit the offices of Officers as well as Branches, the gate entry pass is issued from 3 PM to 5 PM on every working day.
The Monthly remuneration received by each	1) Pr. Secretary Rs. 22400-24500 2) Spl.Secretary Rs. 14300-18600 3) Deputy Secretary Rs.12000-15500 4) Under Secretary Rs.10025-15000 5) Section Officer/ Private Secretary Rs.7220-11600 6) Supdt./P.A Rs.6400-10660 7) Sr. Asstt. Rs.5800-9200 8) Jr.Asstt. Rs.4400-7000 9) Clerk Rs.3120-5160 10)Peon/Frash Rs.2520-4140

By order,

Sd/-
Pr. Secretary.

ब अदालत श्री मान सिंह, सहायक समाहर्ता प्रथम वर्ग, सुन्नी, जिला शिमला (हि० प्र०)

वाद संख्या :

4/xiii-A-1/08

तारीख मरजुआ

22-11-08

श्री नोख राम

बनाम

आम जनता

दरख्खास्त बराये दरुस्ती नाम।

बनाम : आम जनता।

हरगाह खास व आम को बजरिया नोटिस सूचित किया जाता है कि श्री नोख राम पुत्र श्री रूप सिंह, निवासी चलाहल, परगणा छोटाबल, तहसील सुन्नी, जिला शिमला (हि० प्र०) ने इस न्यायालय में प्रार्थना-पत्र गुजार कर अभिव्यक्त किया है कि उसका नाम राजस्व रिकार्ड में बुली चन्द दर्ज है जो कि गलत है परन्तु पंचायत रिकार्ड, स्कूल प्रमाण-पत्र में नाम नोख राम दर्ज है जोकि सही व सत्य है। उन्होंने उसे ठीक करने के लिए प्रार्थना-पत्र प्रस्तुत किया है।

अतः इस प्रार्थना-पत्र बारे आम जनता को सूचित किया जाता है कि यदि किसी व्यक्ति को नाम दरुस्त करने में आपत्ति हो तो वह अपनी आपत्ति लिखित रूप में दिनांक 31-12-2008 अथवा इससे पूर्व इस न्यायालय को प्रस्तुत करें। तदोपरान्त कोई आपत्ति मान्य नहीं होगी।

हमारे हस्ताक्षर व मोहर अदालत से आज दिनांक 22-11-2008 को जारी हुआ।

मोहर।

मान सिंह,
सहायक समाहर्ता प्रथम वर्ग,
सुन्नी, जिला शिमला (हि० प्र०)।

ब अदालत श्री मान सिंह, सहायक समाहर्ता प्रथम वर्ग, सुन्नी, जिला शिमला (हि० प्र०)

वाद संख्या :

3/xiii-A-1/08

तारीख मरजुआ

22-11-08

श्री प्रकाश चन्द

बनाम

आम जनता

दरख्खास्त बराये दरुस्ती नाम।

बनाम : आम जनता।

हरगाह खास व आम को बजरिया नोटिस सूचित किया जाता है कि श्री प्रकाश चन्द पुत्र श्री भजन दास निवासी डढेवग, परगणा बडाबल, तहसील सुन्नी, जिला शिमला (हि० प्र०) ने इस न्यायालय में प्रार्थना-पत्र गुजार कर अभिव्यक्त किया है कि उसके पिता का नाम राजस्व रिकार्ड

में भजन लाल दर्ज है जो कि गलत है परन्तु पंचायत रिकार्ड, स्कूल प्रमाण-पत्र में नाम भजन दास दर्ज है जोकि सही व सत्य है। उन्होंने उसे ठीक करने के लिए प्रार्थना-पत्र प्रस्तुत किया है।

अतः इस प्रार्थना-पत्र बारे आम जनता को सूचित किया जाता है कि यदि किसी व्यक्ति को नाम दरुस्त करने में आपत्ति हो तो वह अपनी आपत्ति लिखित रूप में दिनांक 31-12-2008 अथवा इससे पूर्व इस न्यायालय को प्रस्तुत करें। तदोपरान्त कोई आपत्ति मान्य नहीं होगी।

हमारे हस्ताक्षर व मोहर अदालत से आज दिनांक 22-11-2008 को जारी हुआ।

मोहर।

मान सिंह,
सहायक समाहर्ता प्रथम वर्ग,
सुन्नी, जिला शिमला (हिं प्र०)।

